

484C.9 Documentation — inspections.

1. The department shall prepare forms for documents, including records and reports, and provide such forms to landowners in order to comply with [this section](#). The department shall provide procedures for the receipt, filing, processing, and return of documents in an electronic format. The department shall provide for the authentication of the documents that may include electronic signatures as provided in [chapter 554D](#). However, [this subsection](#) does not require a landowner to complete or receive a document in an electronic format.

2. A landowner who operates a hunting preserve shall do all of the following:

a. Keep records as required by the department. The records shall be open for inspection at any reasonable time by the department.

b. File an annual report with the department on or before June 30. The report shall describe the hunting preserve operations during the preceding twelve months. The original report shall be forwarded to the department and a copy shall be retained in the hunting preserve's file for three years from the date of expiration of the landowner's last registration as provided in [section 484C.7](#).

c. Keep a record of a documented event as required by the department. The record of the documented event shall be entered in the annual report required in [this section](#). The record of the documented event shall be maintained by the landowner and submitted to the department. The entry of the documented event shall be made within twenty-four hours after its occurrence as prescribed by departmental rule.

[2005 Acts, ch 139, §22](#)

Referred to in [§484C.13](#)